

ADMINISTRATIVE - INTERNAL USE ONLY

2/11/86 *Arms*

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DS&T All Hands Meeting

FROM

Director, Foreign Broadcast
Information Service

EXTENSION

NO.

FBIS-0236/86

DATE

10 July 1986

TO: (Officer designation, room number, and
building)

DATE

OFFICER'S
INITIALSCOMMENTS (Number each comment to show from whom
to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Chief, Administrative
Staff, DDS&T
Room 6E45, Headquarters

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MEMORANDUM FOR: Chief, Administrative Staff, DDS&T

FROM:

[Redacted]

Director, Foreign Broadcast Information Service

SUBJECT: DS&T All Hands Meeting

The following are suggestions for remarks to be included at Evan's all hands meeting:

- a. Reston - A firm statement of Agency commitment. Rumors persist that decision is to be reversed.
- b. Comment on the attitude of Congress toward federal employees.
- c. Emphasize need to examine base budgets in order to fund new initiatives and maintain momentum for ongoing projects.
- d. Success of the secretarial conversion program.
- e. Identify accomplishments for each Office during the past year.
- f. Recognize (personally if practical) those "DCI Excellence" individuals.

[Redacted]

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GROUP 1 - INTERNAL USE ONLY

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DDS&T/FBIS 10 Jul 86)

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